

Historical Museum at Fort Missoula

Research Assistance Policy

The Historical Museum at Fort Missoula maintains a non-circulating research library in its fields of collection and interpretation. This library is open to all scholars during normal working hours. Research in the collections is also possible, with pre-approval by the curator.

The staff is always willing to answer questions and to assist researchers in their work, in person, over the telephone, or electronically, as far as time allows. However, the Historical Museum maintains a limited staff and the demands of museum administration, daily maintenance, and public programming must take precedence over helping researchers.

Therefore the Historical Museum at Fort Missoula has adopted this general policy with regards to helping serious scholars do research.

1. As time allows, staff or volunteers will help scholars and researchers who arrive at the Museum.
2. For telephone and e-mail requests for assistance, the Historical Museum will:
 - a. Allow staff or volunteers to accommodate scholars' requests for information and help.
 - b. Charge \$25 per hour for this service.
 - c. Charge \$2 (one dollar) per page for copying and postage costs. (This money to go to the donation fund of the Friends of the Historical Museum regardless of who or when the work is done.)
3. These regulations may be modified for special cases at the discretion of the staff.

Approved by the Board of Trustees, January 21, 1993

Modified and re-approved by the Board of Trustees, January 10, 2005